

# PERSONAL PROPERTY



## MARINE CORPS TAC-ON

**1 May 06**

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*Mr. Tim Vandagriff  
LPD-1*



# PERSONAL PROPERTY

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**HQMC PERSONAL PROPERTY SECTION  
(LPD-1)**

**DSN: 225-7765/7762**

**Commercial: (703) 695-7765**

**Fax: 225-8905 or (703) 695-**

**8905**

**POCS:**

**Mr. Robert Butherus**

**robert.butherus@usmc.mil**

**Mr. Willie County, Jr.**

**willie.county@usmc.mil**

**Specialist**

**Section Head**

**Personal Property**

**Entitlement**

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## MAILING ADDRESS

**Commandant of the Marine Corps  
(LPD-1)**

**Headquarters U.S. Marine  
Corps**

**2 Navy Annex**

**Washington, DC 20380-**

**1775**

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## **MARINE CORPS PERSONAL PROPERTY TRANSPORTATION MANUAL MCO P4600.39**

- Is still being worked for changes and updates; ETC 1 October 2006

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## ENTITLEMENT CLARIFICATION

**MCO P4600.39 (12 Jul  
95)**

**Available at:**

<http://www.hqmc.usmc.mil>

Click on **Publications** and then on  
**Orders/Directives** to access MCO  
P4600.39

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## ENTITLEMENT CLARIFICATION

**Personal Property questions  
can be directed to Mr. County  
for clarification.**

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## SIT EXTENSIONS

### SIT EXTENSIONS UP TO 360 DAYS

**Any TMO has approval authority  
when justified**

### SIT EXTENSIONS BEYOND 360 DAYS

**Request must be submitted to:**

**COMP TRAN VOUCH CERT DIVISION (TVCD)**

**814 RADFORD BLVD SUITE 20318**

**ALBANY GA 31704-0318**

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## SIT EXTENSIONS

**AWAITING GOVERNMENT HOUSING OR  
HAVING A HOME BUILT**

**-Maximum of 180 days SIT**

**\*\*\*\*\*For extenuating circumstances,  
beyond the Marine's control, approval  
can be considered by HQMC (LPD-1)  
on a case by case basis**

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## ENTITLEMENT EXTENSIONS

### RETIREMENT

**First extension - Any TMO can extend  
up to 1  
additional year**

**Extensions after 2 years - Mail to:**

**COMP TRAN VOUCH CERT DIVISION (TVCD)**

**814 RADFORD BLVD SUITE 20318**

**ALBANY GA 31704-0318**

**DSN: 567-8550 Commercial: (229) 639-8550**

**Fax: 567-5749 or (229) 639-5749**

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## ENTITLEMENT EXTENSIONS

### SEPARATION

**First extension - Any TMO can extend up to an**

**additional 180 days**

**Extensions beyond 360 days - Mail to:**

**COMP TRAN VOUCH CERT DIVISION  
(TVCD)**

**814 RADFORD BLVD SUITE 20318**

**ALBANY GA 31704-0318**

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## **DITY WEB SITE**

- Is a counseling tool and use of the Web Site and its instructions are **MANDATORY**, per MARADMIN 121/06.

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## DITY CLAIMS ON-LINE

Available at: <http://www.ala.usmc.mil/dity>

**If the claim has been paid, the Marine will  
be able  
to view:**

**Check number**

**Amount of check**

**Date paid**

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## DITY CLAIMS ON-LINE

**Available at: <http://www.ala.usmc.mil/dity>**

**If the claim has been received but NOT  
paid, the**

**Marine will be able to view:**

**Date claim received**

**That claim has not been processed**

**Date of claims presently being processed**

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## DITY MOVES (OCONUS)

- Not authorized from OCONUS to CONUS or vice versa**
- Are authorized within the overseas theater**

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## **POV SHIPMENT WITHIN CONUS** **THROUGH THE GOVERNMENT**

- POVs stored through the VPC can be shipped to the VPC nearest the Marine's next duty station**
- If the POV was stored commercially, through TMO, or left with family or friends, it cannot be shipped through the VPC within CONUS**

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## POV SHIPMENT WITHIN CONUS THROUGH THE GOVERNMENT

- Only with medical letter, stating that the Marine is physically unable to drive the POV (Not authorized for Spouses)
- Short notice PCSes
- BLUEBARKS

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## **PRIVATELY OWNED VEHICLES** **WITHIN CONUS**

- When a Marine has two POVs, they can elect to ship one. However, TMO has nothing to do with this process. The Marine arranges and pays for the shipment and files it on their travel voucher. Disbursing will calculate per diem and mileage and other factors to determine the reimbursable amount due the Marine.**

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## **REIMBURSEMENT FOR POV** **STORAGE**

**Can be reimbursed quarterly**

**Requests for reimbursement must  
be submitted to:**

**COMP TRAN VOUCH CERT DIVISION (TVCD)**

**814 RADFORD BLVD SUITE 20318**

**ALBANY GA 31704-0318**

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## POV STORAGE

- **POVs can be stored through a VPC or storage can be self procured on a reimbursable basis**
- Once stored the POV cannot be removed until the OCONUS tour of duty is ending**
- If removed prior to PCSing from the OCONUS duty station, the POV will NOT be restored at Government expense (Through a VPC or self procured)**

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## **POVs For Marines Assigned To Embassy Duty**

- If POVs are authorized entry into the country, **ONLY** the Detachment Commander is authorized POV shipment
- All other Embassy Marines are authorized POV storage

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## **Marine Corps WEB Orders**

- To be valid Web Orders they must state at the very top  
**USMC WEB ORDERS**
- Signature is not required unless there is an endorsement
- Use the Standard Document Number as the order number and the Transaction date as the date of the order

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## **IPCOT-In Place Consecutive Overseas Tour**

- There is not an entitlement for NTS to be released and shipped to OCONUS area**
- The NTS can be shipped if the Marine agrees to pay all storage charges beyond 180 days and will have 1 year retainability from the time the personal property arrives at his/her duty station**

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## MARINE CORPS APPROPRIATION

**Available at:**

**<http://www.hqmc.usmc.mil/lftweb.nsf>**

**Click on: Other Documents**

**Click on: Whichever fiscal year is  
required**

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## **EARLY RETURN OF DEPENDENTS**

- Dependents must begin travel before PCS orders are issued which relieve the Marine from the OCONUS permanent duty station.
- Early return of dependents cannot happen and is not authorized if the Marine is in receipt of PCS orders.

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## **PB&E OR PROFESSIONAL GEAR**

-Professional books, papers, and equipment

is authorized for DITY/Self procured moves. The Marine **MUST** have a separate weight ticket for the PB&E and a separate weight ticket for the entire shipment.

-- No separate weight ticket, NO credit for the PB&E

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## **HQMC CLAIMS OFFICE :**

**Headquarters, U.S. Marine Corps**

**Manpower and Reserve Affairs**

**ATTN: MRM-Claims**

**3280 Russell Road**

**Quantico, VA 22314**

**DSN: 278-9533 Commercial: (703)  
784-9533**

**Fax: 278-9827 Commercial: (703)  
784-9827**

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## USMC LOCATOR :

**DSN: 278-3942**

**COMMERCIAL: (703) 784-  
3942**

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## BLUEBARKS

- Ensure that next of kin are advised that they are solely responsible for all customs and taxes on shipments destined to anyplace other than the United States.
- Appropriation is not on DD Form 1300s
  - Use TAC Codes from MC Bulletin 4610
  - CICs & SDNs are **NOT issued** on BLUEBARKS

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## EMBASSY SHIPMENTS FOR MARINES

- DPM shipments are prohibited for Marines being assigned to American Embassies.
- If in doubt contact Mr. County

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## NTS RELEASES

- Per MCO P4600.39 paragraph 8103, Marines with HHG in NTS should not release those HHG until they have an address to accommodate a direct delivery.
- As a reminder, it's imperative that counselors are advising departing Marines that shipments released from NTS are not authorized to be placed in SIT at destination.

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## DD FORM 1299

- In transit addresses, email addresses, and current in transit phone numbers must be received from customers and included on the Applications for Shipment and or Storage.

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## SHIPMENTS TO THE PHILIPPINES

- Changes imposed by the Bureau of Customs (BOC)
- Active Duty & DOD Civilian Employees **must be present to clear** their personal property/POV shipment through the BOC
- Shipments cannot clear Philippines customs until the Department of Foreign Affairs (DAF) has accredited the member

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## SHIPMENTS TO THE PHILIPPINES

- If the member is not in country when the shipment arrives, after a predetermined length of time, the shipment will be entered into abandonment proceedings and the shipment will be disposed of.
- Plan leave accordingly.

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## SHIPMENTS TO THE PHILIPPINES

- Members must have the appropriate VISAs-9e(1) for diplomat and 9e(2) for technical and administrative staff not on the diplomatic list to be accredited by the DFA.
- Non-Embassy Personnel are personnel not assigned to the Embassy and includes Active Duty Members.
- Mail advance shipping documentation to destination agent, **NOT to the Embassy**

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## **SHIPMENTS TO THE PHILIPPINES**

- If the member is NOT relocating to the Philippines the shipment CAN be consigned to the spouse/dependents.
- The spouse/dependent of the member must present the following to obtain full tax and duty free exemption:

**13G Philippine Visa obtained from the nearest Philippine Embassy or consulate at origin**

**Passport (spouse/dependent and or member (if requested by customs), copy of bill of lading and packing list and copy of member's travel orders (if required by Customs)**

**If the member issues a POA to a relative or friend, the MEMBER pays the duties and taxes**

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## **SHIPMENTS TO THE PHILIPPINES**

- Shipments may be declared abandoned and eventually auctioned by BOC if not released within 30 days from the arrival date.
- Origin TMO must instruct and inform the member that it's his/her responsibility to contact the carrier's destination agent and submit the necessary requirements to facilitate clearance of shipments.

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**Questions ?**

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